



Broward County

Legislation Text

File #: 20-681, Version: 1

Broward County Commission Regular Meeting

Director's Name: George Tablack

Department: Finance and Administrative Services **Division:** Purchasing

Information

Requested Action

A. MOTION TO APPROVE Agreement between Broward County and Premiere Design Solutions, Inc in the annual amount of \$1,000,000, for Requests for Proposals (RFP) No. PNC2119245P1, Consultant Services for Transit Surveys, Infrastructure and Shelter Designs, for an initial three-year contract term not-to-exceed \$3,000,000, and authorize the Director of Purchasing to renew the agreement for two one-year terms for a total five-year contract term, not-to-exceed \$5,000,000 and authorize the Mayor and Clerk to execute same. The initial term of this agreement will be effective upon date of execution and will terminate three years from that date.

(Per the Tuesday Morning Memorandum, the Board's consideration of this item is based on the agreement as amended by the substitute provision distributed as Additional Material under the item. Each vendor has agreed to this substitute provision.)

ACTION: (T-11:44 AM) Approved as amended with Yellow-Sheeted Additional Material, dated May 19, 2020, submitted at the request of Office of the County Attorney.

VOTE: 9-0. Commissioners Bogen, Fisher, Rich and Vice-Mayor Geller voted in the affirmative telephonically.

B. MOTION TO APPROVE Agreement between Broward County and CTS Engineering, Inc. in the annual amount of \$1,000,000, for Requests for Proposals (RFP) No. PNC2119245P1, Consultant Services for Transit Surveys, Infrastructure and Shelter Designs, for an initial three-year contract term not-to-exceed \$3,000,000, and authorize the Director of Purchasing to renew the agreement for two one-year terms for a total five-year contract term, not-to-exceed \$5,000,000 and authorize the Mayor and Clerk to execute same. The initial term of this agreement will be effective upon date of execution and will terminate three years from that date.

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ACTION: (T-11:44 AM) Approved as amended with Yellow-Sheeted Additional Material, dated May 19, 2020, submitted at the request of Office of the County Attorney.

VOTE: 9-0. Commissioners Bogen, Fisher, Rich and Vice-Mayor Geller voted in the

affirmative telephonically.

C. MOTION TO APPROVE Agreement between Broward County and Saltz Michelson Architects, Inc. in the annual amount of \$1,000,000, for Requests for Proposals (RFP) No. PNC2119245P1, Consultant Services for Transit Surveys, Infrastructure and Shelter Designs, for an initial three-year contract term not-to-exceed \$3,000,000, and authorize the Director of Purchasing to renew the agreement for two one-year terms for a total five-year contract term, not-to-exceed \$5,000,000 and authorize the Mayor and Clerk to execute same. The initial term of this agreement will be effective upon date of execution and will terminate three years from that date.

(Per the Tuesday Morning Memorandum, the Board's consideration of this item is based on the agreement as amended by the substitute provision distributed as additional material under the item. Each vendor has agreed to this substitute provision.)

ACTION: (T-11:44 AM) Approved as amended with Yellow-Sheeted Additional Material, dated May 19, 2020, submitted at the request of Office of the County Attorney.

VOTE: 9-0. Commissioners Bogen, Fisher, Rich and Vice-Mayor Geller voted in the affirmative telephonically.

Why Action is Necessary

In accordance with the Broward County Procurement Code, Section 21.31.a.4, Award Authority, Board approval is required for awards exceeding \$500,000.

What Action Accomplishes

Motions A, B, and C provides for professional consultant services for transit surveys, infrastructure and shelter designs.

Is this Action Goal Related

Yes

Previous Action Taken

None.

Summary Explanation/Background

THE PURCHASING DIVISION AND THE TRANSPORTATION DEPARTMENT/ TRANSIT DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTIONS.

This item supports the Board's Values of "Cooperatively delivering an efficient and accessible regional intermodal transportation network" and "Ensuring economic opportunities for Broward's diverse population and businesses."

The Office of Economic and Small Business Development (OESBD) established a County Business Enterprise (CBE) participation of 25% for these agreements. Premiere Design Solutions, Inc has committed to a 60% CBE participation; CTS Engineering, Inc. has committed to a 30% CBE participation; and Saltz Michelson Architects, Inc. has committed to a 60% CBE participation, which has been reviewed and approved by the OESBD (Exhibit 7).

The agreements provide professional consultant services for transit surveys, infrastructure and shelter designs for the Broward County Transit Division.

On June 11, 2019 (Item No. 74), the Board authorized the County Administrator to approve RFP No. PNC2119245P1, Consultant Services for Transit Surveys, Infrastructure and Shelter Designs for advertisement during the 2019 Summer Recess. Six firms submitted proposals to the RFP.

On December 16, 2019, an Initial Evaluation Meeting was held. The Evaluation Committee determined that all six firms were both responsive and responsible to the RFP requirements and would move forward to the Final Evaluation to be numerically scored and ranked by the Evaluation Committee.

In accordance with the advertised RFP, Broward County Transit Division sought three firms to provide professional consultant services for transit surveys, infrastructure and shelter designs.

On January 13, 2020, the Final Evaluation meeting was held. After evaluation and ranking, the Evaluation Committee made a motion to consider three firms for award.

The Evaluation Committee selected the following three firms based on the rankings: Premiere Design Solutions, Inc as the first-ranked firm; CTS Engineering, Inc. as the second-ranked firm; and Saltz Michelson Architects, Inc. as the third-ranked firm.

The Evaluation Committee's proposed recommendation of ranking was posted on the Purchasing Division's website from February 6-10, 2020, which provided an opportunity for any proposer or interested party to present any new or additional information regarding the responsibility of the proposers. There was no additional information submitted within this timeframe.

The Evaluation Committee's final recommendation of ranking was posted on the Purchasing Division's website from February 11-18, 2020, which provided for any aggrieved proposer to file a formal protest. There was no protest filed within this timeframe.

Two negotiation meetings were held on the same dates at different times with each proposer, Premiere Design Solutions, Inc, CTS Engineering, Inc. and Saltz Michelson Architects, Inc., to negotiate these agreements. The first negotiation meetings were held on February 28, 2020 and the second negotiation meetings were held on March 20, 2020. The meetings were attended by representatives from each firm, the Office of the County Attorney, the Purchasing Division and the Transit Division.

After negotiation, all three firms and their subconsultants had a multiplier under 3.00 or applied the Safe Harbor rate and all firms provided for an operating margin of 10% or less.

Additional support documentation provided to the Evaluation Committee regarding this procurement can be found on Broward County's Purchasing Division website at <http://www.broward.org/Purchasing/Pages/Repository.aspx>.

Source of Additional Information

Brenda J. Billingsley, Director, Purchasing Division, (954) 357-6070

Fiscal Impact

Fiscal Impact/Cost Summary

The estimated amount for each agreement is \$1,000,000 per year, for a total potential not-to-exceed amount of \$5,000,000 for five years. Each individual work authorization will be funded by the appropriate source at the time of release, including budgeted Transportation surtax funds.

Requisition No. MTD0004739